OFFICE OF THE DEAN, STUDENT'S WELFARE

Ref. No.: CVRCE/DSW/F/263/2025   20th August 2025
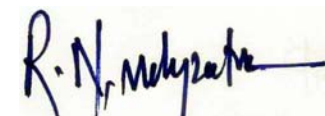
N O T I C E

Attention: ALL STUDENTS

It is hereby informed that the submission of **NSP Scholarship Forms (Fresh / Renewal)** for the Academic Year **2025-26** has commenced. All eligible students are requested to adhere strictly to the timeline given below:

Sl#	Activities	Last Date
1.	Apply online Fresh / Renewal application of All Schemes	**31.10.2025**
2.	Submission of online Renewal application forms along with relevant documents in the DSW.	**25.08.2025 to Onwards**
3.	Submission of online Fresh application forms along with relevant documents in the DSW.	**15.09.2025 to Onwards**

Students are advised to complete the application process within the stipulated time to avoid any inconvenience.

List of Required Documents to be submitted (All documents are mandatory):

FRESH Applications		RENEWAL Applications	
1	Printed Application forms with duly signed by student	1	Printed Application forms with duly signed by student.
2	Copy of Income certificate (Current year i.e. Financial Year 2025-26)	2	Copy of Income certificate (Current year i.e. Financial Year 2025-26)
3	Copy of Residence Certificate	3	Copy of Verified and attested copies of mark sheet (1st yr)
4	Copy of Caste Certificate (In case of SC / ST / OBC / EBC / EWS categories)	4	Copy of University ID card
5	Copy of Verified and attested copies of mark sheet (+2 / Diploma)		Required for Renewal Applications
6	Copy of Aadhaar Card (Self attested)		Formula of CGPA to Percentage conversion
7	Copy of front page of Bank passbook (Self attested)		**[CGPA – 0.50 × 10]**
8	Copy of University ID card		
9	One passport size photograph		

Dean, Students' Welfare

*NB: It is hereby informed that students are required to upload their **current year Income Certificate** (i.e., Financial Year 2025-26).

Copy to :

Chairman's office for kind information,
Vice-Chancellor / Pro Vice-Chancellor /All Deans,
All HODs for information / All Notice Board including Hostels.

C.V. Raman Global University
ODISHA BHUBANESWAR | INDIA
Home Grown World Class

CGU ODISHA

ANNOUNCEMENTS

- Portal is now open for Academic Year 2025-26 to receive applications for both Pre/Post Matric and Top Class schemes of all Ministries/Departments.

- NPCI has launched Bharat Aadhaar Seeding Enabler (BASE) platform to facilitate Aadhaar Seeding and De-seeding activities in self-service mode for Direct Benefit Transfer(DBT) by enabling the citizens to carry out certain activities in digital mode. For more details click here

- NSP services are now available at Common Service Centres (CSCs). Students can avail the scholarship related services by visiting the nearby CSCs. The total charges for the entire activity per candidate (including generation of Reference number, biometric - authentication, generation of One-Time Registration (OTR) number, and filing of complete application form of the candidate) is fixed at Rs 30.00 (inclusive of all applicable taxes, etc.) To locate the nearest CSC please visit the link: https://locator.csccloud.in/

- Dear Student , if you are getting error 904 while doing face authentication, kindly update UIDAI AadhaarFACERD App from PlayStore.

- It has been observed in some cases that student's / parent's / legal guardian's face authentication for generation of OTR is getting failed as they (Aadhaar Holder) have locked the biometrics for authentication in their Aadhaar. In such cases students / parents / legal guardians are advised to check their Biometric Lock / Unlock status by using mAadhaar mobile app or My Aadhaar web portal. Before proceeding for face authentication through NSP OTR app, kindly ensure that the Biometric Lock / Unlock status should be as "Unlocked" for authentication in Aadhaar. To lock or unlock the Biometric in Aadhaar, please click on the "Lock/Unlock Aadhaar" option on myAdhaar web portal(please refer to the link: https://resident.uidai.gov.in/bio-lock). For assistance, please watch the video.

- The Portal is open for One Time Registration (OTR) for students. Apply now

- One Time Registration (OTR) is a unique number allotted to the student and is applicable for entire academic career on National Scholarship Portal.

- OTR is required to apply for the scholarships on National Scholarship Portal from AY 2024-25.

- OTR can be generated using Aadhaar/Aadhaar Enrollment number(EID)

- NSP OTR App is available on Google Play Store. Google Play

Portal Address : https://scholarships.gov.in/

C.V. Raman
Global University
ODISHA BHUBANESWAR | INDIA
Home Grown World Class

CGU
ODISHA

Procedure to Apply National Scholarship-2025-26 (NSP)

Step – 1   Check your Eligibility : https://scholarships.gov.in/scholarshipEligibility/

Step – 2   Generate your OTR No : https://scholarships.gov.in/otrapplication/#/registration-page

(According to the Announcement Page guidelines)

Step – 3   Apply Scholarship : https://scholarships.gov.in/ApplicationForm/login

Step – 4   Fill the form as per information required.

Step – 5   Choose scholarship Scheme.

Step – 6   Fill the Account details: (Phone number linked with Aadhaar and Bank account)

Step – 7   Upload documents as per required.

Step – 8   Final submit & print the Acknowledgement form.

Step – 9   Submit the Acknowledgement form with copy of all uploaded documents and copy of University ID Card.

Step – 10   Students are advised to check the status of their scholarship application every week.

– Best of Luck –